

# ANN ARBOR PUBLIC SCHOOLS EDUCATIONAL FOUNDATION

## GRANT APPLICATION FORM

Please Print or Type form – Please do not staple

All members of the Ann Arbor Public Schools community are eligible to enter the competition for a grant award.

### REQUIREMENTS:

- All projects must be supervised by an Ann Arbor Public Schools teacher or principal and have approval of a principal or central administrator.
- All equipment purchased with grant funds becomes the property of the Ann Arbor schools, must be stored and used on district property and must list the AAPS Educational Foundation as the funding source.
- All grant recipients will be expected to assist with the replication of this project if requested.
- All questions must be answered completely.
- Attendance at year-end reporting meeting.
- All Publicity and/or products resulting from the grant must credit the Ann Arbor Public Schools Educational Foundation as the funding source.

**PROJECT TITLE** \_\_\_\_\_

**BRIEF DESCRIPTION OF PROJECT**

**SCHOOL** \_\_\_\_\_

**TEACHER'S NAME** \_\_\_\_\_

**Home Address** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** (Daytime) \_\_\_\_\_ (Evening) \_\_\_\_\_ e-mail \_\_\_\_\_

**SPONSOR'S NAME** \_\_\_\_\_

(If not the supervising teacher)

**Home Address** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Phone** (Daytime) \_\_\_\_\_ (Evening) \_\_\_\_\_ e-mail \_\_\_\_\_

*If funded, I must document and report results at the end of this project, but no later than the end of the current school year. I will account for all project expenditures and will be responsible for returning unspent funds to the Foundation by June 1, 2005. I agree to credit the AAPS Educational Foundation in any publicity about the project and on all products. I understand no additional funds are available from the Foundation for this project.*

*In the event this project is selected, we (teacher, principal, sponsor, central administrator) agree to follow the Foundation's guidelines for funding.*

\_\_\_\_\_  
Signature of Supervising Teacher                      Date

\_\_\_\_\_  
Signature of Principal/Central Administrator                      Date

\_\_\_\_\_  
Signature of Project Sponsor                      Date

**PROJECT DESCRIPTION:** What do you propose to do? Where? When will project begin and end?  
What grade level? Is this a new project? If not, how was it funded previously?

**PROJECT OBJECTIVES:** What do you propose to accomplish? Why?

**STUDENT INVOLVEMENT:** How many students are involved in or will benefit from this project?

**PROJECT METHODS:** How do you propose to accomplish your objectives?

**PROJECT EVALUATION:** How do you propose to measure success? How could your project be replicated?

**PROJECT BUDGET:** Please describe items in each category. Budgets must be specific and itemized.

\*Consumable supplies \_\_\_\_\_

Materials \_\_\_\_\_

\*\*Equipment \_\_\_\_\_

Other \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Total Cost:** \_\_\_\_\_

Attach an additional sheet if necessary.

**BUDGETS THAT ARE NOT ITEMIZED WILL NOT BE CONSIDERED.**

\* Consumable supplies should be an integral part of the project. Refreshments for a meeting are not considered an integral part of the project.

\*\* All equipment purchased with grant funds becomes the property of the Ann Arbor Public Schools and must be stored and used on school district property.

**RETURN THIS COMPLETED FORM BY noon, OCTOBER 1, 2004 TO:**

Ann Arbor Public Schools Educational Foundation  
c/o Norma McCuiston  
Balas 2 (2725 Boardwalk, Ann Arbor, Michigan 48104)